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 - ASSISTANT DIRECTOR OF TRAINING (OVERT)

I MISSION

Assist the Director of Training in the development and direction of all overt Agency training programs.

II FUNCTIONS

1. Assist in the procurement on a selective basis, from all sources, of qualified employees for career development.

2. Assist in developing programs for both the orientation and in-service training of Agency personnel for all phases of Agency overt operations.

3. Assist in the supervision of all Agency overt training programs and in the conduct of such general training programs as may be required to meet Agency needs.

4. Act in overt matters for the Director of Training in his absence.

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- DEFENSE PROGRAMS (OVERT)

## I MISSION

Under the supervision of the Assistant Director of Training (Overt) control and develop all overt Agency training by the Department of Defense.

## II FUNCTIONS

1. Develop, direct and monitor with the Services concerned the active-duty military training of selected career CIA employees who are draft-eligible.
2. Develop, aid in selection and administer the assignment of selected CIA employees as students in Department of Defense schools and colleges.
3. Represent the Director of Training in the development of criteria for the selection, slotting and training of active-duty military personnel assigned to the Agency.
4. Represent the Director of Training in miscellaneous - often one-shot-training matters involving the Department of Defense.

## III ACCOMPLISHMENTS TO DATE

1. Negotiated with National War College and Joint Chiefs of Staff quota increase from 1 to 3 for CIA students at National War College.
2. Negotiated with Naval Intelligence School, Anacostia, the assignment of a quota of two CIA students. No previous quota authorized.
3. Negotiated with Naval War College, Newport, and Chief of Naval Operations, assignment of quota of one CIA student at Naval War College. No previous quota authorized.
4. Administered periodic assignments of CIA students to National War College, Strategic Intelligence School, Naval War College, Naval Intelligence School.
5. Originated correspondence to SECDEF level and to the Services asking the Services to train small numbers of draft eligible CIA career employees in an active-duty status. Held numerous conferences in support. Still under negotiation, but expected to be in operation in October.

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6. Conferred with selected active-duty military personnel on duty with Agency re propriety and usefulness of their assignments, their contributions to CIA. CIA's training for them designed to help their professional military careers. This problem still in exploratory stage.

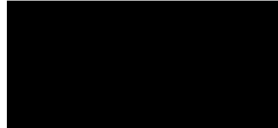
7. Miscellaneous administration - both service and non-service connected - involving:

- a. Correspondence
- b. Conference
- c. Leg work

IV PERSONNEL SUPPORT

One secretary full-time.

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